

**STARK COUNTY BUILDING DEPARTMENT
3951 CONVENIENCE CIR NW #110
CANTON, OH 44718
PH. (330) 451-1770**

To: Mechanical and Electrical Contractors
From: Stark County Building Department
RE: Contractor Registration Renewal

Enclosed please find the paperwork necessary to obtain your registration for Stark County. Please complete in full and return with the required attachments listed below. All paperwork must be mailed together. If any forms are missing or incomplete, all paperwork will be returned to the applicant.

TO OBTAIN YOUR STARK COUNTY RENEWAL REGISTRATION WE NEED TO HAVE:

- **The enclosed application completely filled out.**
- **Copy of proof of insurance**
- **Copy of workers compensation or sole proprietor waiver**
- **Copy of Ohio state certificate/license.**
- **Copy of Ohio State Fire Marshall Registration for Fire Suppression if applying as Sprinkler, Fire Suppression or Fire Alarm contractor.**
- **Your check made out to Stark County Building Department**

Mail to:

Stark County Building Department
3951 Convenience Cir NW #110
Canton, OH 44718

*****RENEWAL MUST BE POSTMARKED BY DECEMBER 31, 2013 OR A \$50.00
PENALTY WILL BE APPLIED*****

If you have any questions, please call the Stark County Building Department at (330) 451-1770.

**Application for Registration of Low-Voltage Contractors**☐ Initial Registration Application ☐ Renewal Application**I. Applicant Information**

Applicant (individual): _____
Home address: _____
Phone: _____
Cell/Emergency: _____

Business name: _____
Address: _____
Phone: _____
Fax: _____
Email: _____

Additional business or trade name(s) current: _____
Other business or trade name(s) used in past 5 years: _____
Additional persons authorized to apply for permits: _____

II. Applicant Experience

Years in business _____
Years experience in low-voltage systems _____

Applicant for initial registration must answer each of the following questions, and must provide information for at least 3 references from among the following categories.

1. Are you licensed in other jurisdictions? ☐ Yes ☐ No
If yes, set forth up to 3 jurisdictions and license information

2. Has your work been inspected by a county or municipal building department in the last 2 years? ☐ Yes ☐ No
If yes, set forth up to three inspecting departments

_____ Phone: _____
_____ Phone: _____
_____ Phone: _____

3. Has your work been supervised by a licensed electrical contractor in the last 2 years? ☐ Yes ☐ No
If yes, set forth up to three supervising contractors

_____ Phone: _____
_____ Phone: _____
_____ Phone: _____

Ohio law provides criminal penalties for knowingly making a false statement to secure a license, permit, or registration. O.R.C. 2921.13(A)(5).

I, the undersigned applicant, do hereby certify under penalty of law that all information supplied herein is true and complete and accurate to the best of my knowledge, information and belief.

I further certify that, if this is a renewal application, there has been no material change to my qualifications, status, or professional standing since the time of my prior application, except as set forth herein; and that I have not been the subject of any complaints, professional discipline, or civil, criminal, or administrative proceedings related to my professional activities, except as set forth herein.

I further certify that I will abide by all codes and building regulations applicable within the unincorporated areas of Stark County and all areas where the Stark County Department of Building Inspections has jurisdiction, and that I will obtain all necessary permits and all required inspections. I understand that this registration may be suspended or revoked for failure to abide by the terms hereof.

X _____
Print name: _____ Date _____

Registration

Checks must be made payable to **Stark County Building Department**

Late fee assessed after Dec. 31

<input type="checkbox"/> Initial	(\$100)	\$ _____
<input type="checkbox"/> Renewal	(\$ 75)	\$ _____
<input type="checkbox"/> Late fee	(\$ 50)	\$ _____
Total		\$ _____

AGENCY USE ONLY

DATE REC'D: _____

CHECKED BY: _____

☐ APPROVED ☐ NOT APPROVED **DATE:** _____

REGISTRATION NO. _____